

A G E N D A

FINANCE AND CLAIMS COMMITTEE - STATE ADMINISTRATIVE BOARD

January 28, 2003 Meeting, 11:00 a.m.
Bureau of Local Government, Conference Room A

SECTION I. AGENCY CONTRACTS

Requests approval of the following

1. DEPARTMENT OF CAREER DEVELOPMENT

1)	Muskegon/Oceana Consortium	\$	199,000.00	Amendment
	Muskegon, MI	\$	791,295.00	New Total
				Workforce Investment Act

2. DEPARTMENT OF COMMUNITY HEALTH

1)	Alpena-Montmorency-Alcona	\$	25,224.00	Amendment
	Educational Service Dist.	\$	275,074.00	New Total
	Alpena, MI			To provide abstinence education within the framework of the MI Abstinence Partnership Program

3. FAMILY INDEPENDENCE AGENCY

1)	Power, Inc	\$	328,370.00	Total
	Ann Arbor, MI			In-home services to prevent out-of-home placement
2)	Lighthouse Path	\$	481,250.00	Total
	Pontiac, MI			To provide transitional supportive housing to victims of domestic violence
3)	Allegan County Resource	\$	3,700.00	Amendment
	Development Committee, Inc.	\$	378,985.00	New Total
	Allegan, MI			To weatherize dwellings to reduce energy costs to low- income families
4)	Genesee County Community	\$	3,700.00	Amendment
	Action Resource Department	\$	1,467,160.00	New Total
	Flint, MI			To weatherize dwellings to reduce energy costs to low- income families

SECTION II. DMB CONTRACTS

Requests approval of the following

4. DEPARTMENT OF AGRICULTURE

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|----|--|---|
| 1) | Asplundh Tree Expert Co.
Mt. Pleasant, MI | \$ 387,464.00 (10 Weeks)
071I3000059 Tree and Shrub
Removal Services - Emerald
Ash Borer Project |
|----|--|---|

5. DEPARTMENT OF MANAGEMENT AND BUDGET

- | | | |
|----|---|--|
| 1) | Schindler Elevator Corp.
Lansing, MI | \$ 821,400.00 (5 Years)
071I2000330 SPLIT AWARD
Elevator Maintenance and
Repair Services - Tenant
and Land Services |
| | Otis Elevator Company
Lansing, MI | \$ 305,280.00 (5 Years)
071I2000330 SPLIT AWARD
Elevator Maintenance and
Repair Services - Tenant and
Land Services |

CONTRACT CHANGES/EXTENSIONS

6. DEPARTMENT OF ENVIRONMENTAL QUALITY

- | | | |
|----|---|---|
| 1) | Michigan State University
East Lansing, MI | \$ 200,000.00 Amendment
\$ 2,670,000.00 New Total
071B8000714 Administration
of Source Water Assessment
Program |
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7. DEPARTMENT OF MANAGEMENT AND BUDGET

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|----|------------------------------|---|
| 1) | Honeywell, Inc.
Wixom, MI | \$ 547,774.00 Amendment
\$ 1,645,702.00 New Total
071B0000269 Service and
Maintenance for the
Honeywell Building
Automation, Fire and
Security System |
|----|------------------------------|---|

7. DEPARTMENT OF MANAGEMENT AND BUDGET continued

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|----|--|---|
| 2) | Legally Correct
Transcription, Inc.
East Lansing, MI | \$ 500,000.00 Amendment
\$ 1,625,000.00 New Total
071B1001658 Transcription
Services - Statewide |
| 3) | Schindler Elevator Corp.
Lansing, MI | \$ 13,865.36 Amendment
\$ 263,441.75 New Total
071B9000719 Elevator
Maintenance and Repair for
G. Mennen Williams and
Murray Van Wagoner
Transportation Buildings |
| 4) | Unisys Corporation
Okemos, MI | \$ 111,289.00 Amendment
\$ 4,379,136.94 New Total
071B7000407 Data Exchange
Gateway |

SECTION III. RELEASE OF FUNDS TO WORK ORDER

SECTION IV. REVISION TO WORK ORDER

SECTION V. CLAIMS - PERSONAL PROPERTY LOSS

8. DEPARTMENT OF COMMUNITY HEALTH

- 1) Nancy Brown \$ 50.00

The claimant (03-SAB-013) requests \$50.00 reimbursement for her auto insurance deductible for damage to her vehicle allegedly caused while her car was parked in the lot at work. There is no evidence the damage happened while her car was parked in the State lot. The Department was not responsible for the damage to her car; therefore, the Department recommends denial of this claim.

- 2) Kelvin Massey \$ 5.00

The claimant (03-SAB-012) requests \$5.00 reimbursement for a pack of cigarettes lost by staff. The Department recommends approval of this claim.

9. DEPARTMENT OF CORRECTIONS

- 1) Marcus Allen #197008 \$ 2.00 **AMENDED**

The claimant (02-SAB/DOC-226) requests \$2.00 for his radio allegedly lost by staff. The Board originally recommended this claim for approval on July 2, 2002. This claim was reviewed again when it was discovered to be a duplicate claim. Additional information was discovered indicating he received the radio from another inmate at no cost when the other inmate was discharged. Since claimant did not pay for the radio himself, the Department wishes to change its recommendation from approval to denial of this claim.

- 2) Marcus Allen #197008 \$ 21.23

The claimant (03-SAB/DOC-002) requests \$21.23 reimbursement for his lost radio. This is a duplicate of Claim (02-SAB/DOC-226. In investigating this claim, claimant's Disbursement Authorization was discovered to be a forgery. The Department recommends denial of this claim.

- 3) Demetrius Brasher #234214 \$252.75

The claimant (03-SAB/DOC-003) requests \$252.75 reimbursement for numerous tapes and a tape case lost while under the sole control of the Department. The officer who packed up his property packed all property in his area of control; therefore, the Department recommends denial of this claim.

- 4) Orenthal Collins #214768 \$ 24.75

The claimant (03-SAB/DOC-001) requests \$24.75 reimbursement for one pair of boots that were damaged when staff numbered them. The boots are still wearable and there is no visible damage. The Department recommends denial of this claim.

- 5) Calvin Crawford #162036 \$ 29.25

The claimant (03-SAB/DOC-029) requests \$29.25 reimbursement for a damaged pair of sweatpants and sweatshirt plus shipping/handling. The Department recommends approval of \$28.06 for the purchase price.

9. DEPARTMENT OF CORRECTIONS continued

- 6) Anthony Crumb #196764 \$181.38

The claimant (02-SAB/DOC-538) requests \$181.38 reimbursement for numerous items of property allegedly stolen because staff did not properly secure his cell. An investigation did not determine the loss was the result of staff/inaction. The Department recommends denial of this claim.

- 7) Michael Dyer #171027 \$300.00

The claimant (03-SAB/DOC-025) requests \$300.00 reimbursement for 21 hobby craft items lost while under the sole control of the Department. The hobbycraft items are not reimbursable according to Operating Procedures. Claimant did not provide a receipt for the needle set and items whose value cannot be determined are not reimbursable according to Operating Procedures. The Department recommends denial of this claim.

- 8) David Easterly #262941 \$650.00

The claimant (03-SAB/DOC-010) requests \$650.00 reimbursement for numerous items stolen when staff allegedly neglected to secure his property. Staff did pack up all of his property and a property receipt was prepared. Claimant refused to sign the property receipt. His refusal to review and sign the property receipt does not give credibility to his allegations. The Department recommends denial of this claim.

- 9) Kim Elmer #175903 \$100.00

The claimant (03-SAB/DOC-024) requests \$100.00 reimbursement for his damaged TV. The Department recommends approval of this claim at residual value of \$8.50.

- 10) Roderick Fleming #165052 \$120.00 **AMENDED**

The claimant (02-SAB/DOC-333) requests \$120.00 reimbursement for his damaged TV. The Department recommends denial of this claim as Mr. Fleming has already been reimbursed for this TV by the Prisoner Benefit Fund in the amount of \$8.00.

9. DEPARTMENT OF CORRECTIONS continued

- 11) Phillup Hicks #360675 \$ 44.21

The claimant (02-SAB/DOC-542) requests \$44.21 reimbursement for lost hygiene and personal property. When claimant was released from segregation, he did not tell staff any of his property was missing, nor did he file a grievance. There is no documentation that property was lost. The Department recommends denial of this claim.

- 12) Robert Howard #218734 \$ 15.48

The claimant (02-SAB/DOC-536) requests \$15.48 reimbursement for three missing books allegedly ordered and shipped by the publisher. The letter from the publisher was not on the publisher's letterhead and cannot be accepted as proof of shipment. The Department recommends denial of this claim.

- 13) Robert Howard #218734 \$150.00

The claimant (02-SAB/DOC-535) requests \$150.00 reimbursement for a gold chain and food allegedly lost by staff. There is no evidence to support claimant's allegations of a loss. The Department recommends denial of this claim.

- 14) Shawn Lazar #253367 \$ 63.88

The claimant (03-SAB/DOC-004) requests \$63.88 reimbursement for tapes he ordered but did not receive. The Department recommends approval of \$63.49 for the purchase price of the tapes.

- 15) Phillip Ledesma #235058 \$100.00

The claimant (03-SAB/DOC-026) requests \$100.00 reimbursement for his wedding ring that was lost while under the sole control of the department. No receipt was provided and the maximum allowable value of jewelry is \$50.00. The Department recommends approval of this claim at residual value of \$5.00.

- 16) James Mahan #222218 \$ 74.50

The claimant (02-SAB/DOC-537) requests \$74.50 reimbursement for his damaged TV. The Department recommends approval at residual value of \$7.45 for the 8-year-old TV.

9. DEPARTMENT OF CORRECTIONS continued

- 17) Samual Moore #216831 \$ 76.00

The claimant (03-SAB/DOC-008) requests \$76.00 reimbursement for his footlocker and portrait that were damaged. The value of the portrait could not be determined and is not reimbursable according to Operating Procedures. No receipt was provided for the footlocker so the value was determined from the Average Cost Schedule. The Department recommends approval of this claim at residual value of \$4.27.

- 18) Harold Morrison #224579 \$ 1.70

The claimant (03-SAB/DOC-012) requests \$1.70 reimbursement for a lost magazine. The Department recommends approval of this claim.

- 19) Darrell Perry #219219 \$ 79.99

The claimant (03-SAB/DOC-005) requests \$79.99 reimbursement for TV. This claim is a duplicate of claim # 02-SAB/DOC-262. The original claim was denied on 7/16/02. No new evidence was provided, so the Department recommends denial.

- 20) Daniel Perryman #260288 \$119.44

The claimant (03-SAB/DOC-009) requests \$119.44 reimbursement for his damaged tape player, headphones, five cassette tapes, and 28 family photos. The value of the family photos cannot be determined so they are not reimbursable according to Operating Procedures. Staff packed up all the cassette tapes found in his area of control so no loss of tapes is substantiated. The Department recommends approval of \$34.21 for the tape player and headphones.

- 21) Tommy Richards #190660 \$120.00

The claimant (03-SAB/DOC-027) requests \$120.00 reimbursement for a lost gold chain with charm and repair costs. The Department recommends approval of \$50 for the maximum allowable amount for jewelry and \$20 for the repair costs, totaling \$70.00.

9. DEPARTMENT OF CORRECTIONS continued

22) Frank Sheffield #199073 \$800.00

The claimant (02-SAB/DOC-541) requests \$800.00 reimbursement for underpayment for his work assignment. The Operating Procedures do not address reimbursement for such claims. Claimant should go through the grievance process. The Department recommends denial of this claim.

23) Eugene Smith # 238959 \$100.00

The claimant (03-SAB/DOC-028) requests \$100.00 reimbursement for his damaged TV. Since no receipt was provided, the Department recommends approval of this claim at residual value of \$8.00.

24) Richard Speck #230657 \$ 81.00

The claimant (03-SAB/DOC-011) requests \$81.00 reimbursement for lost beard trimmers, boxer shorts and a pair of shoes. The loss of the shoes was substantiated so the Department recommends approval of this claim at the residual value of \$2.50.

25) Prince U.B. Sudan #153786 \$ 33.70

The claimant (02-SAB/DOC-532) requests \$33.70 reimbursement for books he ordered but did not receive. The Department recommends approval of this claim.

26) Darrell Waller #244916 \$ 34.98

The claimant (02-SAB/DOC-539) requests \$34.98 reimbursement for his damaged footlocker. Since no receipt was provided, the Department recommends approval of this claim at residual value of \$4.27.

27) Darrell Waller #244916 \$ 5.00

The claimant (02-SAB/DOC-540) requests \$5.00 reimbursement for a lost photo album and copy costs for this claim. Claimant was reimbursed for the photos through the Prisoner Benefit Fund. Copy costs are not reimbursable according to Operating Procedures. The Department recommends denial of this claim.

10. DEPARTMENT OF NATURAL RESOURCES

- 1) Ricky Breeding \$273.41

The claimant (02-SAB-106) requests \$273.41 reimbursement for expenses and insurance deductible for damage to his windshield that was cracked by a Department employee mowing grass. The Department recommends approval of this claim.

- 2) Penny Ewert \$ 40.00

The claimant (02-SAB-130) requests \$40.00 reimbursement for her AM/FM CD Player Cassette Radio. She was camping at Ludington State Park. There was a power surge and it burnt out the radio. The Department recommends approval of this claim.

- 3) Carl Fischer \$167.00

The claimant (02-SAB-043) requests \$167.00 reimbursement for his medical bill when he fell on wet pine needles on a paved trail at the park. The State was not negligent so the Department recommends denial of this claim.

- 4) Bernard LaFond \$168.40

The claimant (02-SAB-085) requests \$168.40 reimbursement for damage to his vehicle due to a stump that was left after a tree was cut down. Upon checking with claimant's insurance company, it was determined they had paid for the damage to the vehicle. The insurance company was instructed to file a claim against the State. The Department recommends denial of this claim.

11. DEPARTMENT OF STATE

- 1) Lanell Gray \$999.99

The claimant (02-SAB-190) requests \$999.99 reimbursement for a ticket, court fees & insurance increase due to an error by the Department. The court was contacted and the Failure to Appear is being corrected in their records. The correction to remove the suspended driver license from the Department's system has also been made. The Department cannot cancel his speeding ticket or the resulting points. The Department

11. DEPARTMENT OF STATE continued

recommends approval of this claim for clearance fees & late charges in the amount of \$56.00.

- 2) Anthony Harubin \$ 30.37

The claimant (02-SAB-194) requests \$30.37 reimbursement for a stop payment on a check written to Department because it was lost. The Department recommends approval of this claim for the sum on \$29.87.

- 3) Jerome Johnson \$268.00

The claimant (02-SAB-201) requests \$268.00 reimbursement for towing & impound charges due to a Department error. The Department recommends approval of this claim.

SECTION VI. CLAIMS - PERSONAL INJURY LOSS

12. DEPARTMENT OF TRANSPORTATION

- 1) Yehudah L. Rabin \$500.00

The claimant (03-SAB-002) requests \$500.00 reimbursement for medical bills and damaged clothing after tripping in a pothole. The Department did not have 30-days notice of the defect and therefore did not have a reasonable opportunity to repair the defect. The Department recommends denial of this claim.

SECTION VII. APPROVAL OF SPECIAL ITEMS

13. DEPARTMENT OF CORRECTIONS

Requests permission to dispose of unclaimed and abandoned property without intrinsic value in accordance with PD-BCF-53.01, Section IV Abandoned and Unclaimed Property from the following facilities.

Alger Maximum Facility
Florence Crane Correctional Facility 1/09/2003
Florence Crane Correctional Facility 1/14/2002
Richard A. Handlon Correctional Facility 1/09/2003
Richard A. Handlon Correctional Facility 1/14/2003
Richard A. Handlon Correctional Facility 1/16/2003

13. DEPARTMENT OF CORRECTIONS continued

Richard A. Handlon Correctional Facility 1/22/2003
Marquette Branch Prison
Saginaw Correctional Facility

The Director of the Department of Management and Budget recommends approval by the State Administrative Board of the items contained in this agenda. Approval by the State Administrative Board of these award recommendations does not require or constitute the award of same. Award of contracts shall be made at the discretion of the DMB Director or designee.